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Date: \_\_\_\_\_

Via Certified Mail - Return Receipt Requested

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Re: Covenant Violation - **SECOND NOTICE**

Dear \_\_\_\_\_

You have previously been contacted by the Board of Directors regarding a covenant violation concerning your property. Specifically, the following violation(s) have been reported:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Request is hereby made that within fifteen (15) days from the date of this letter you take appropriate action to respond to this notice and bring your property into compliance with the Declaration. In the alternative, a hearing at the next Board of Directors meeting has been set for \_\_\_\_\_ at \_\_\_\_\_, If you fail to appear at this specified date and time or otherwise respond to this Notice, the Board of Directors have the right to proceed with or without a hearing, at its discretion, and make its determination based on all relevant facts and circumstances before it. The Board may also determine that your failure to respond or appear at the hearing constitutes a no-contest plea.

Your failure to correct the violations on your property or attend the hearing may result in fines assessed to your account. Additionally, the Association may take further legal action to enforce the covenants and restrictions on your property, including suspending your membership privileges and recording a lien on the property. **Please be aware that the Association may seek the recovery of all of its attorney fees and costs related to this matter.**

Again, it is the duty of the Association to enforce the provisions of the governing documents and provide a safe and aesthetically pleasing environment for the residents of the community. We would appreciate your cooperation by promptly complying with the requirements contained in this letter. Please contact the Board immediately at (303) 796-0540 if you have any questions or desire to discuss this matter.

Very truly yours,

THE KNOLLS VILLAGE TOWNHOUSE ASSOCIATION

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